

THE PASSWORD
1963 - 1964



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STUDENT HANDBOOK

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THE PRESIDENT'S MESSAGE



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Lewis W. Rathgeber, Ph.D.
President of the College

Dear Freshmen:

We welcome you to Mansfield State College. The character of any college is largely dependent on that of its students. Each year, entering freshmen furnish the institution with new vigor and inspiration.

Immediate challenges face you and your class. Among them are need for intelligent student leadership and intelligent action, pursuit of academic excellence and acceptance of the responsibilities of a democratic campus society.

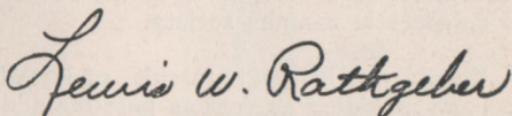
To aid you in your pursuit of knowledge, your college is adding as fast as possible additional educational facilities. During the last two years our two main class room buildings have been thoroughly renovated and modernized. A language laboratory is being installed. Planned are such additions as a world cultures building.

It is unfortunate that you must enter Mansfield at a time when there is a lag between housing and class facilities. Shortage of dormitory space makes it necessary for us to accept many more students than we have campus housing for. This means many must live off campus; many more must commute. This is not an ideal or even a desirable situation, but like most other public colleges, when faced with the choice of cutting enrollment or making the best of it we saw no alternative but to give as many as possible a chance for education.

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Be assured that your college administration has done and is doing everything possible to hurry new residence halls into being. Meanwhile, a fine faculty stands ready to help you toward your educational goals. You have proved by College Board scores, high school grades and other criteria that you are capable of making a success of college. Let's work together for your own future and to build an ever better Mansfield State.

Yours sincerely,

A handwritten signature in cursive script, appearing to read "Lewis W. Rathgeber".

PRESIDENT OF THE COLLEGE

MANSFIELD HAIL

The Official Mansfield State College Alma Mater

WILL GEORGE BUTLER
Mansfield '97

Old Mansfield, high upon the eastern hill,
Dear Mansfield, hail to thee!
Thy loyal sons and daughters with a will
Salute in melody.
We bring a laurel wreath of praise,
And pledge our love thro' all the days;
Our Alma Mater, dear, all hail to thee!
Old Mansfield, hail to thee!

The world is better for the beacon light
Which thou has shed abroad,
Strong hearts are stronger for the testing flight
That leads men up to God.
In all the varied walks of life, in peaceful path
and stress of strife,
We find thy sons and daughters true to thee,
Old Mansfield, hail to thee!

We never can forget the days we've spent
Within thy hallowed walls.
We'll learn sometime what all your lessons meant
When larger duty calls.

CALENDAR OF EVENTS

1963 - 64

(Sports Schedules follow)

Sun. - Wed., Sept. 8 - 11
Student Council Retreat

Mon., Sept. 9
8:15 a.m. Freshman orientation starts

Tues., Sept. 10
8:15 a.m. Registration of upper classmen
7:30 p.m. Treasure Hunt

Wed., Sept. 11
8:15 a.m. Registration of freshmen,
transfer students
4:00 p.m. President's Reception for freshmen,
President's House

Wed., Sept. 12
8:00 a.m. Classes begin

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Sat., Sept. 28
Parent's Day

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Sun., Oct. 6
3:00 p.m. 4 Freshmen, Straughn Auditorium

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.....
.....

Fri., Oct. 18
8:00 p.m. Mansfield Feature Series,
Straughn Auditorium, "Kaleidoscope"

.....
.....
.....

Sat., Oct. 26
Homecoming

.....
.....
.....

Sun., Nov. 3

8:00 p.m. College-Community Orchestra,
Straughn Auditorium

Fri. - Sat., Nov. 8 - 9

8:00 p.m. Opera Workshop production,
Straughn Auditorium

Sat., Nov. 9

8:00 p.m. Mansfield Feature Series,
New Danish Quartet

Thurs. - Sat. Nov. 14 - 16

8:15 p.m. Players production, Little Theater

Tues., Nov. 19

2:00 p.m. Assembly, Martin S. Ochs

Thurs. - Sat., Nov. 21 - 23
Collegiate Orchestra Festival

Mon., Nov. 25
7:15 p.m. Phi Mu Alpha Thanksgiving Concert
Straughn Auditorium

Tues., Nov. 26
Close of classes — Thanksgiving recess begins

Mon., Dec. 2
8:00 a.m. Classes resume

Tues., Dec. 3
8:00 p.m. Mansfield Feature Series,
Straughn Auditorium, The Canadian Players
"Henry IV, Part I"

Sun., Dec. 15

8:00 p.m. College Chorus Christmas Concert
Straughn Auditorium

.....

Sat., Dec. 21

12N Christmas recess begins

.....

Mon., Jan. 6

8:00 a.m. Classes resume

.....

Sun., Jan. 12

8:00 p.m. High School Recital,
Straughn Auditorium

.....

Sat., Jan. 18

Close of examinations — semester ends

.....

Mon., Tues., Jan. 27 - 28

8:15 a.m. Registration for second semester

Wed., Jan. 29

8:00 a.m. Classes begin

Tues., Feb. 4

2:00 p.m. Assembly, Straughn Auditorium,
Abduhl Sheikh

Tues., Feb. 11

2:00 p.m. Assembly, Straughn Auditorium.
Phi Mu Alpha

Sun., Feb. 23

8:00 p.m. College-Community Orchestra,
Straughn Auditorium

Tues., Mar. 3

2:00 p.m. Assembly, Straughn Auditorium,
Norman Kadel

Thurs. - Sat., Mar. 12 - 14

8:15 p.m. Players production, Little Theater

Sat., Mar. 21

12N Easter recess begins

Wed., April 1

8:00 a.m. Classes resume

Sun., April 5

8:00 p.m. Straughn Auditorium, Mansfield
Feature Series, Orchestra San Pietro or Naples

Sun., April 12

3:00 p.m. American Music, Straughn Auditorium,
Phi Mu Alpha

Sun., April 19

8:00 p.m. College-Community Orchestra,
Straughn Auditorium

Fri. - Sat., April 24 - 25

Choral Festival

Fri., May 1

Student Honors Dinner

Thurs. - Sat., May 21 - 23

8:00 p.m. Opera Workshop Production,
Straughn Auditorium

Sat., May 23
Alumni Day

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Sun., May 31
Baccalaureate and Commencement

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Mon., June 8
Summer sessions begin

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SPORTS SCHEDULES

FOOTBALL 1963

N Night Game, 8:00 P.M.

*	Sat. Sept. 21	2:00 P.M.	Bloomsburg S. C.	H
	Sat. Oct. 5	2:00 P.M.	Cheyney S.C.	H
	Sat. Oct. 12	2:00 P.M.	Millersville S.C.	A
	Sat. Oct. 19	2:00 P.M.	E. Stroudsburg S.C.	A
X	Sat. Oct. 26	2:00 P.M.	Lock Haven S.C.	H
N	Fri. Nov. 1	8:00 P.M.	West Chester S.C.	A
	Sat. Nov. 9	2:00 P.M.	Kutztown S.C.	H

* Parents' Day

X Homecoming

N Sat. Sept. 21 8:00 P.M. King's College A
Home Field: Smythe Park

BASKETBALL 1963

Wed.	Dec. 4	8:15 P.M.	East Stroudsburg	Home
Sat.	Dec. 7	8:15 P.M.	Kutztown	Away
Mon.	Dec. 9	8:15 P.M.	Lock Haven	Away
Wed.	Dec. 11	8:30 P.M.	Millersville	Away
Sat.	Dec. 14	8:15 P.M.	West Chester	Home
Mon.	Dec. 16	8:15 P.M.	Indiana	Home
Thur.	Dec. 19	8:15 P.M.	Indiana	Away
Wed.	Jan. 8	8:15 P.M.	Shippensburg	Away
Sat.	Jan. 11	8:15 P.M.	Cheyney	Home
Wed.	Jan. 29	8:15 P.M.	Bloomsburg	Home
Sat.	Feb. 1	8:15 P.M.	East Stroudsburg	Away
Wed.	Feb. 5	8:15 P.M.	Kutztown	Home
Sat.	Feb. 8	8:15 P.M.	Millersville	Home
Wed.	Feb. 12	8:30 P.M.	West Chester	Away
Sat.	Feb. 15	8:15 P.M.	Shippensburg	Home
Wed.	Feb. 19	8:15 P.M.	Cheyney	Away
Sat.	Feb. 22	8:15 P.M.	Bloomsburg	Away
Mon.	Feb. 24	8:15 P.M.	Lock Haven	Home

WRESTLING 1964

Sat.	Jan. 11	2:00 P.M.	Edinboro S.C.	Away
Sat.	Feb. 1	8:00 P.M.	Brockport S.E.C.	Home
Fri.	Feb. 7	8:00 P.M.	Millersville S.C.	Home
Wed.	Feb. 12	3:00 P.M.	E. Stroudsburg S.C.	Away
Mon.	Feb. 17	7:30 P.M.	Oneonta S.E.C.	Home
Wed.	Feb. 19	8:00 P.M.	Shippensburg S.C.	Home
Sat.	Feb. 22	1:30 P.M.	Ithaca College	Away
Tue.	Feb. 25	8:00 P.M.	St. Francis College	Away
Fri. -	Feb. 28-		P.S.C.A.C.	Away
Sat.		29		Tournament

BASEBALL 1964

X	Mon.	April 13	1:30 P.M.	Millersville S.C.	Away
X	Sat.	April 18	1:30 P.M.	Cortland S.C.	Home
X	Wed.	April 22	1:00 P.M.	Bloomsburg S.C.	Away
X	Wed.	April 29	1:30 P.M.	Lock Haven S.C.	Home
	Wed.	May 6	4:00 P.M.	Geneseo S.C.	Away
X	Sat.	May 9	1:00 P.M.	Bloomsburg S.C.	Home
X	Sat.	May 16	1:30 P.M.	Lock Haven S.C.	Away
X				Doubleheader	

TRACK 1964

Sat.	April 18	2:00 P.M.	Bloomsburg-Lycoming	A
Sat.	April 25	1:30 P.M.	Lock Haven	A
Sat.	May 2	2:00 P.M.	Ithaca-Brockport	A
Sat.	May 9	11:00 A.M.	Pa. S.C. A.C. Meet	A

GOLF 1964

Wed.	April 22	1:00 P.M.	King's College - East Stroudsburg	A
Tue.	April 28	1:00 P.M.	Bloomsburg- Lock Haven	A
Fri.	May 1	1:00 P.M.	Lycoming College- Bloomsburg	A
Mon.	May 4	1:00 P.M.	Lock Haven	A
Fri.	May 8	1:00 P.M.	Lock Haven	H
Mon.	May 11	10:00 A.M.	S.C. Tournament	A
Thur.	May 14	2:00 P.M.	Wilkes College	H
Sat.	May 16	1:00 P.M.	Ithaca College - Genesee	H

GENERAL INFORMATION

THE COLLEGE

In 1857, the Mansfield Classical Seminary opened with a registration of 105 students. Four months later, the original building burned and the first South Hall was then constructed on the site. It was completed in 1859.

In 1862, the Seminary was converted by the Commonwealth of Pennsylvania into the Normal School of the Fifth District.

Student teaching began in 1871. In 1926, the Normal School was authorized to confer the degree of Bachelor of Science in Elementary and Secondary Education. A year later, the name of the institution was changed to Mansfield State Teachers College.

Indicating a broadened concept of professional preparation, the Pennsylvania Legislature on January 8, 1960 authorized the title Mansfield State College.

Since it was authorized to grant the B. S. in Education, Mansfield has expanded its curriculum to include the special fields of Music Education, Home Economics Education and Library Science.

The present campus consisting of 14 principal buildings attractively set in 75 rolling acres is due for considerable expansion in the near future. An approved six year, six million dollar building program will include new dormitories, a new infirmary and a field house.

Mansfield is a charter member of the College Center of the Finger Lakes.

TELEPHONE SERVICE

Incoming telephone calls for men and women dormitory students are received in the offices of the respective deans from 8:30 a.m. to 10:00 p.m. After 10:00 p.m. calls of an emergency nature are received by the night watchman and are relayed to the appropriate dean.

Campus 'Phone Numbers

	8:30 - 5 P.M.	After 5 P.M.
Switchboard	662-2114	
Bookstore	Ex45	
Dean of Men	Ex41	662-2115
Dean of Women	Ex15	662-2114
Gymnasium	Ex35	662-2114
Home Management Apt.	Ex44	
Hut	Ex30	662-2814
Infirmary	Ex39	662-2116
Library	Ex25	662-2117
North Hall		
Second Floor	662-2976	
Third Floor	662-2992	
Fourth Floor	662-2964	
Fifth Floor	662-2990	
Phi Sigma Epsilon		
Office	662-3470	
Residence	662-2974	
South Hall		
Ground Floor	662-2996	
Second Floor	662-2994	
Third Floor	662-2978	
Fourth Floor	662-2968	
Straughn Auditorium	Ex49'	662-2115

MAIL SERVICE

Incoming mail for students is received twice daily Monday through Friday and once on Saturday. It is distributed to the student mail boxes in each dormitory at approximately 10:30 a.m. and 3:00 p.m. There is an official mailbox under the second floor arcade for outgoing mail. Please request that your box number be put on mail sent to you.

BOOK AND SUPPLY STORE

A book and supply store is operated by the College Student Services, Inc. Any profit accrues to College Student Services, Inc. for the furtherance of student life. The store is open from 8:30 a. m. to 4:00 p. m. Monday through Friday.

COUNSELING SERVICE

Student counseling is primarily concentrated in the offices of the Deans of Men and Women. Students may consult the deans on personal and college problems at any time.

The Dean of Students is concerned with general student welfare. Financial aid and part time employment may be obtained through the office of Dean of Students.

MANSFIELD FEATURE SERIES

The Mansfield Feature Series is designed to provide cultural experience on a high level for the MSC students and faculty. It brings to the college the finest lecturers, musicians, dancers, and actors obtainable. Some of the programs presented last year were the Charlie Byrd Trio, Anna Russell, the Canadian Players, the Zachary Solov Ballet, and the Circle in the Square Troupe. Admission to these programs is covered by the student activities fee.

ASSEMBLIES

Assemblies for the student body, the faculty and public are held Tuesdays at 2:00 p.m. in Straughn Auditorium. Their primary purpose is to supplement the work of the classroom and to vary student activities. Attendance at some assemblies is required of all students.

MOTION PICTURES

Motion pictures are often shown on Friday and Saturday evenings in Straughn Auditorium. Admission is covered by the student activities fee.

MANSFIELD BUSINESS HOURS

The United States Post Office Window Service

Mon., Tues., Thurs., and Fri. — 8 a.m. to 5:00 p.m.
Wednesday and Saturday 8:00 a.m. to 12:15 p.m.

The lobby of the post office is open daily from 7:00 a.m. to 6:00 p.m. and on Sunday from 9:00 a.m. to 6:00 p.m.

The First National Bank Window Service

Mon., Tues., Thurs., and Fri. 9:00 a.m. to 3:00 p.m.
Wednesday and Saturday, 9:00 a.m. to 12:00 noon.

The bank welcomes student checking accounts. Students may cash checks not exceeding \$25.00 drawn on other banks by paying a fee of ten cents. Enrollment cards must be presented.

Business Hours of Mansfield Stores

Mon., Tues., Thurs., Sat.	9:00 a.m. to 5:30 p.m.
Wednesday	9:00 a.m. to 12 noon
Friday	9:00 a.m. to 9:00 p.m.

THE MANSFIELD CHURCHES

FIRST BAPTIST CHURCH

North Main Street

The Rev. Earl Sires, Pastor

CHURCH OF THE HOLY CHILD

(Roman Catholic)

South Main Street

The Rev. Martin Roche, Pastor

ST. JAMES EPISCOPAL CHURCH

Wellsboro and St. James Streets

The Rev. Richard V. Landis, Vicar

METHODIST CHURCH

Wellsboro and Academy Streets

The Rev. Harry Sagar, Jr., Minister

FIRST PRESBYTERIAN CHURCH

Wellsboro Street

The Rev. William R. McElwain, Minister

SEVENTH DAY ADVENTIST CHURCH

Main and Elmira Streets

Elder Ronald Neal

CHURCH OF CHRIST DISCIPLES

Canoe Camp, Pennsylvania

The Rev. Otto Marshall, Minister

HIGHWAY TABERNACLE

ASSEMBLY OF GOD

Rev. Raymond Valimont, Jr.



ALUMNI BUILDING . . .
for Library and Administration



provides bright, roomy study areas

STUDENT ACTIVITIES

STUDENT GOVERNMENT

Greater student participation in the direction of their own affairs has been one of the most important developments in recent Mansfield history. Greater student participation means that each student assumes more responsibility for the proper action, conduct and thinking which accompanies the privilege of directing their own affairs.

Student Government Association

All Mansfield students are automatic members of the Student Government Association. Monthly meetings are held for airing and for voting on major issues and for hearing reports on the actions and decisions of the Student Council.

Student Council

President	James Carlson
Vice-President	Thomas Dutchess
Secretary	Susan Harris
Treasurer	Walter Badeau
Adviser	Dean Godward
Delegates at Large	Gerald Cole
	Sherrill Fuller
	Eric Long
	Craig MacPherson

Presidents of Organizations

Women's Dorm	Norma Franzen
Men's Dorm	Terry Crouthamel
Women's Day	
Men's Day	
Senior Class	Ambrose Petrezbowski
Junior Class	Kenneth Griffith
Sophomore Class	Philip Dantini
Freshman Class	To be elected

STUDENT OFFICERS

Senior Class

President	Ambrose Petrezbowski
Vice-President	Robert Winslow
Secretary	Nancy Bachman
Treasurer	Richard Thatcher
Adviser	Dean Costello

Junior Class

President	Kenneth Griffith
Vice-President	Fred Sprout
Secretary	Linda Etter
Treasurer	Harold Hutchings
Adviser	Mr. Zulak

Sophomore Class

President	Philip Dantini
Vice-President	Ronald Sampson
Secretary	Naomi Ackelson
Treasurer	Jay Young
Adviser	Miss Moser

Freshman Class (To Be Elected)

Women's Dorm Council

President	Norma Franzen
Vice-President	Linda Etter
Secretary	Lorraine Bleiler
Treasurer	Sally Bourke
Adviser	Dean Morton

Men's Dorm Council

President	Terry Crouthamel
Junior Member	Tom Dutchess
Junior Member	Victor Ortiz
Sophomore Member	Ronald Sampson

Women's Day Student Association

(Officers to be elected)

Adviser	Assistant Dean of Women
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Off Campus Men's Association

(Officers to be elected)

Adviser	Assistant Dean of Men
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Off Campus Students' Executive Board

(Officers to be elected)

Advisers	Assistant Deans of Men and Women
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BOARD OF PRESIDENTS

(Officers to be elected)

The Board of Presidents was formed to facilitate all campus organizations to the utmost of their communications, cooperation, and coordination of abilities. Its membership is made of the presiding officer of each campus organization.

THE STUDENT UNION

The Student Union was organized in October of 1955. It was made possible by the donations of students, alumni, and organizations. The Student Union, or "Hut," as it is termed, is the favorite gathering place for those wishing to sit and talk, hear records, or play cards, bumper pool, and other games. The "Hut" also provides refreshments at its soda fountain andd snack bar.

THE STUDENT UNION COUNCIL

The Student Union Council is a council formed for the purpose of advising and recommending policies for the operation of the Student Union.

STUDENT COUNCIL STANDING COMMITTEES

(* Denotes Committee Chairmen)
(C-C Denotes Co-chairmen)

1963-64

Alumni Relations	Assembly Programs
Larry E. Snyder *	Edward Badin
Edward Furman	William Belcher
Nancy L. Johnson	David Dunlap
Carol Kester	Rosemary Eberenz
Walter Smaltz	Kenneth Griffith
Bonnie Strain	Beatrice Gulnac
Florence Tokarz	Ann Hetherton
Jerry Wheatley	Evan Lougher
Aud. Movies	Big-Little Sister
James Carlson *	Alice Savidge *
Jewel Bittner	Lorraine Bleiler
Phillip Dantini	Kay Bryner
Eric Long	Charlene Ficarro
James C. MacPherson	Jo Ann Mulvey
Kathleen McCallie	Diana Powers
Budget Committee	Linda Schall
James Carlson *	Patricia Wright
Walter Badeau	
Bruce Canfield	
Donald Derk	
Thomas Dutchess	
Marcia Ejchost	
Diane Husted	
Susan Morse	
Campus Cotillion	
	Linda Etter, C-C
	C. Thomas Walker, C-C

Christmas

John Jacobs, C-C
Barbara Trautman, C-C
Lorraine Bleiler
David Kerr
Sylvia Martin
Diane Sterner
Frank Worthington

Dining Room

Bernard Crisi
Maryland D'Ardenne
Judith Kiehl
Robert Harcharek
Jo Ann Mulvey
P. Allen Searle

Easter Com.

Rosalee Cole, C-C
Frank Worthington, C-C
Mata Adrian
Suzanne Fretz
Ruth Loch
John M. Williams

Freshman Activities

Larry E. Snyder, C-C
Patricia Wainwright, C-C
Bruce Canfield
Thomas Dutches
Charlene Ficarro
Suzanne Fretz
Susan Harris
Peter Hartwick
Julia Knowlton
Dolores Satkowski

Election Chairman

Eric Long

Decorating Com.

Carole Boyce
Maralyse Bradley
Margaret Curran
Donna Giambastian
Suzanne Gross
John Harper
Leslie Keller
Judith Kiehl
John LaVancher
Kenneth Masteller
Jeanne Munyan
L. Jack Putnam
Beverly Webber
John Williams

Homecoming

Marion Yozviak *
Naomi Ackelson
Jane Bowen
Louise Bower
Carolyn DeAngelis
Charles Fleming
Patricia Gesford
Suzanne Gross
Julia Knowlton
Sylvia Martin
Dolores Satkowski
Lynne Sebastianelli
Sandra Sitler
Maxine Stewart
Linda Weaver
Beverly Webber

Planning Com.

Donald Griffith
John Jacobs
Eric Long
James Morgan
John Polinski
Alice Savidge
P. Allen Searle
K. Fred Sprout
Anne Wentlandt

International Relations

Walter Badeau *
Janet Boekenkamp
Carole Boyce
Maralyse Bradley
James Crawford
Charlene Ficarro
Beatrice Gulnac
Jeanne Morgan

Mardi Gras

Karen Shriver *
Gloria Bleiler
Charles Fleming
Diana Horn
Ronald (Waldo) Moran
K. Fred Sprout
Carolee Stankus
Jack Wheatley
Audrey Wise

Parents Day

Victor Saginario *
Naomi Ackelson
Patricia Gesford
Walter Smaltz

Inter-College Exchange

Diana Horn *
William Belcher
Gloria Bleiler
Evan Lougher
Jeanne Munyan
Charles Nitsche
Sandra Paschall
Lynne Sebastianelli
Samuel Smulyan
Bonnie Strain

Mansfield Features

Jane Bowen
James Brott
Rosalee Cole
Peter Engle
Angela Frank
Ernest Knell
John LaVancher
George Maxim
John Raker
Maxine Stewart
Barbara Trautman
Patricia Weisbrod

Organizations Evaluations

Phillip Dantini *
Betty Ann Bodman
Carol Kester
Ernest Knell
Richard D. Smith

Password

James Crawford
Waneta Zeafla

Point System	Social Calendar
Chairman	Thomas Dutchess *
James Craig MacPherson	Robert Brisiel
Recreation Com.	James Brott
Marjorie Booth	Richard D. Smith
Robert Brisiel	Stud. Fac. Wel.
Ronald Cole	Dance Committee
Evelyn Eaton	Suzanne Fretz *
Lee Foster	Jerry Wheatley
Robert Harcharek	Student Union
Barbara Heitsman	Walter Badeau
Norman Pierce	James Carlson
John Van Deusen	Larry Crounse
Retreat Com.	Margaret Curran
Bruce Canfield *	Peter Engle
Thomas Dutchess	Julia Knowlton
Sherrill Fuller	Kenneth Masteller
Linda Parks	Ronald (Waldo) Moran
Spring Weekend	Barbara Morgan
Donna Giambastian, C-C	Jeanne Munyan
Carolee Stankus, C-C	Helen Penno
M arian Bingaman	L. Jack Putnam
Janet Boekenkamp	Thanksgiving
Louise Bower	Horace King *
F. David Dembowski	Betty Ann Bodman
Linda Etter	Carolyn DeAngelis
Susan Harris	Angela Frank
Nancy Johnson	Diane Sterner
David Kerr	Linda Weaver
John Machulsky	Marion Yozviak
Dolores Satkowski	Usher Com.
Sandra Sitler	Kay Bryner *
Lucy Snyder	F. David Dembowski
Patricia Wainwright	John Machulsky
Anne Wentlandt	

EXTRA-CLASS POINT SYSTEM

The extra-class point system at Mansfield State College aims to distribute responsibilities and honors in extra-class activities among the maximum number of students, to assist students in balancing their class and extra-class activities, to develop competent leadership in the student body, and to promote efficiency in each activity.

For the accomplishment of these purposes, each recognized extra-class activity office has been assigned a certain value in points, ranging from one to ten, the number being determined by the amount of work entailed by that activity.

No student may carry more than ten points per year and no student may serve as president of more than one organization at a time.

Extra-class points are not credited toward academic standing.

The point system is administered by a member of the Student Council. It shall be the duty of this member to enforce the point system to record all activities of students in card catalogs containing a card for each student.

The secretaries of all student groups must submit lists of all members and all officers within one week after organization in the fall and within two days after admissions or elections whenever these occur during the year.

Distribution of Extra-Class Points

STUDENT COUNCIL

President	10
Vice-President	6
Secretary	6
Treasurer	6
Members-at-Large	4
Parliamentarian	1

MEN'S DORMITORY COUNCIL

President	7
Senior Member	5
Secretary-Treasurer	6
Members	4

WOMEN'S DORMITORY COUNCIL

President	8
Vice-President	5
Secretary	5
Treasurer	5
Members	4
Hall Monitors	2

DAY STUDENT CLUBS

Men's President	6
Women's President	6
Men's Vice-President	3
Women's Vice-President	3
Secretary-Treasurer	4
Executive Board Members	3

SENIOR CLASS

President	6
Vice-President	3
Secretary	3
Treasurer	3

JUNIOR CLASS

(Same as Senior Class)

SOPHOMORE CLASS

(Same as Senior Class)

FRESHMAN CLASS

(Same as Senior Class)

CARONTAWAN BOARD

Editor	7
Advisory Editor	7
Business Manager	7
Department Editors	4
Assistant Business Manager	3
Assistant Department Editor	3
Staff Members	2

FLASHLIGHT

Editor	8
Assistant Editors	4
Business Manager	7
Assistant Business Manager	3
Executive Board Members	3
Reporters	2

BOARD OF PRESIDENTS

Chairman	4
Secretary	3

STUDENT COUNCIL STANDING COMMITTEES

Chairman	2
Members	1

INTERCOLLEGiate CONFERENCE

ON GOVERNMENT

First Parliamentarian	3
Sergeant-at-Arms	1
(Other officers same as "Other Campus Organizations")	

OTHER CAMPUS ORGANIZATIONS

President	5
Vice-President	3
Second and Third Vice-Presidents	2
Secretary-Treasurer	4
Secretary	3
Treasurer	3
Recording Secretary or Clerk	3
Corresponding Secretary or Clerk	2
Historian	2
Warden	2
Cabinet or Executive Board Members	2
Parliamentarian	1

RULES GOVERNING OFFICE-HOLDING

Scholastic requirements for an elective office carrying points are:

For seniors, juniors, sophomores, and second-semester freshmen:

An average of C, or 2.0.

For first-semester freshmen:

A ranking in the upper half of the high school graduating class.

Student organizations are active only during the academic college year, September through May.

The college will not assume any responsibility for the collection of any financial account of any member of campus organizations not subsidized by the Student Government Association.

ACTIVITIES FEE

The activities fee paid each semester by every student enrolled at Mansfield State College supports the Student Union. Activity Fee money is distributed to the organizations listed below by a Budget Committee of interested students headed by the dean of students and president of the student council. All organizations receiving money must either be open to all students, or offer some free educational, athletic, or entertaining activity to all students.

Organizations and activities supported by the activities fee are as follows:

Assembly Programs, Athletics, Auditorium Movies, Band, Bookstore, Carontawan, Cheerleaders, Freshman Class, Sophomore Class, Junior Class, Senior Class, Campus Cotillion, Day Students Association, Debate Club, Flashlight, Esquires, Infirmary, Mansfield Feature Series, Men's Dormitory, Student Handbook, Publicity, Radio Club, Social Committee, Student Council, Student Conferences, Women's Intramurals, Men's Recreation Association, Women's Dormitory Association.

ORGANIZATIONS

FRATERNITY AND CLUB INITIATIONS

No physical punishment shall be administered at any time.

The public initiation program shall be submitted in writing for approval to the sponsor and the dean of men at least one day before the initiation begins.

The initiation program shall include no activities on the campus during class hours and no activities which disturb the public in general.

A limited number of off-campus activities will be permitted during class hours, provided that there is no interference with the class attendance of the candidate.

The initiation program shall be conducted in such a manner that classroom work may proceed as usual, and mode of dress or any actions which attract undue attention are undesirable.

HONOR FRATERNITIES

Kappa Delta Pi

President	Kathleen Francis
Vice-President	Nancy Frear
Treasurer	Ann Telech
Recording Secretary	Louise Wendel
Historian	Elspeth Foley
Adviser	Dr. Bone

Juniors having six and Seniors having twelve semester hours of education and who are ranking in the upper quintile of their class are eligible to join this national education honor society.

The aims of KDP are to set up worthy scholastic and professional ideals, to recognize outstanding

work in the field of teaching, and to establish teaching on a higher plane in American professional life. Students feel that it is a distinct honor to be invited to join this education honorary fraternity.

Kappa Omicron Phi

President	Marion Yozviak
1st Vice-President	Betty Ann Bodman
2nd Vice-President	Jacqueline Duval
Recording Secretary	Joy Knepp
Corresponding Secretary	Peggy Saylor
Treasurer	Esther Watts
Guard	Rita Thomas
Keeper of Archives	Deborah Mabon
Historian	Louise Bower
Reporter	Patricia Farr
Advisers	Miss Keller, Miss Ferrante

Kappa Omicron Phi is a national honorary home economics fraternity which aims to stimulate cultural, inspirational, and professional growth. According to definite scholarship and character requirements, members are selected from home economic students who have completed or are at present enrolled in 8 semester hours in home economics. The aim of every member in this organization is greater understanding of the breadth and scope of the ideal, "to be an efficient and well trained and a confident and helpful homemaker."

Alpha Psi Omega

President	Nina Beth Landis
Vice-President	Bronwyn Pruyne
Secretary-Treasurer	Lee Stonemetz
Adviser	Mr. Conaway

Alpha Psi Omega is a national honorary dramatics fraternity organized to provide an honor society

for those doing a high standard of work in dramatics. As students participate in The Players, they are awarded points which qualify them for election to membership in the fraternity. The first step in becoming a member of Alpha Psi Omega is to participate in The Players which is open to all students.

Phi Sigma Pi

President	Donald Derk
Vice-President	Durwood Say
Secretary	David Heyd
Treasurer	Ambrose Petrzebowski
Historian	George Daru
Pledge Master	Larry Van Druff
Adviser	Mr. Mason

Phi Sigma Pi is a national education fraternity for men in teacher preparation institutions. Its ideals are character, knowledge, and fellowship. Its personnel is limited to men of superior scholastic, professional, and social standing, who have spent at least one year at college.

Sigma Zeta

President	John Seymour
Vice-President	George Daru
Secretary-Treasurer	Mata Adrian
Adviser	Dr. Schappelle

Sigma Zeta is a national honorary science society. Active membership is restricted to upperclassmen possessing high ideals and scholarship. Freshmen and sophomores whose scientific work indicates promise of development are eligible for associate membership.

The objective of Sigma Zeta is the encouragement of undergraduate college students in science and mathematics.

Gamma Theta Upsilon

President	Thomas Taylor
Vice-President	Lane Haflett
Secretary-Treasurer	Donna Hamm
Adviser	Mr. Natoli

Gamma Theta Upsilon is an honorary national professional fraternity. Membership is open to both men and women students who have completed at least six semester hours in geography, and have declared an intent to major or minor in geography, and who have an over-all scholastic average of at least 2.0. It seeks to recognize ability and accomplishment in the field of geography and to promote geographical education.

RELIGIOUS ORGANIZATIONS

Student Christian Association

President	Herb Seltzer
Vice-President	Beverly Cloud
Second Vice-President	Horace King
Recording Secretary	Sylvia Campbell
Corresponding Secretary	Pauline Trick
Treasurer	David Kerr
Adviser	Mr. Foreman

The Student Christian Association provides opportunities for the student body to advance in awareness of the responsibilities of a Christian student and citizen. S. C. A. wishes to provide an opportunity for each person to advance in Christian faith and to provide for such growth through worship, study, and action.

Newman Club

President	George Daru
Vice-President	Robert Kraft
Recording Secretary	Barbara Morgan

Corresponding Secretary	Margaret Curran
Treasurer	Carl Grovanz
Adviser	Dr. Bencetic
Chaplain	Rev. Martin A. Roche

The Newman Club is a Catholic club of Catholic culture and Catholic fellowship devoted to the spiritual, intellectual, and social interests of the Catholic students. Membership is open to all Catholic students attending Mansfield State College. The MSC Newman Club is a member of the National Newman Club Federation and the Middle Atlantic Province.

Kappa Phi

President	Ruth Hennip
1st Vice-President	Elaine Wrisley
2nd Vice-President	Joan Leidy
Recording Secretary	Nancy Wolfe
Corresponding Secretary	Darlene Woodard
Treasurer	Mary Lynn Gowan
Chaplain	Linda Etter
Editor	Cindy Johnson
Adviser	Mrs. Jones

The Kappa Phi Club is organized to form a closer association among Methodist women students, to make the work among student women of the Methodist Church more effective and sufficient, and to provide religious training and wholesome social life.

DEPARTMENTAL CLUBS

Music Education Club

President	Ronald Hill
Vice-President	Lynn Sheldon
Recording Secretary	Margaret Reese
Corresponding Secretary	Susan Rush

Treasurer	William Sandel
News Editor	Bonnie Dowse
Adviser	Dr. Henry

The Music Educators Club is an organization open to all students in the Music Education Department. The purpose of the club is to create a greater interest in music education and to discuss common interests and problems.

Omicron Gamma Pi

President	Rita Thomas
Vice-President	Linda Parks
Secretary	Alice Savidge
Treasurer	Louise Bower
Adviser	Mrs. Oliphant

Omicron Gamma Pi, affiliated with the National American Home Economics Association, is a local organization open to all home economics students at Mansfield State College. Its purpose is to stimulate extra-curricular work in the field through its monthly meetings, special events, and fashion show.

Association for Childhood Education

President	Judith Young
Vice-President	Barbara Rupert
Secretary	Ruth Hennip
Treasurer	Barbara Resh
Adviser	Miss Evans

The A. C. E. is an organization for all students and faculty of the Elementary Department. Monthly meetings are held, and the purposes of the organization are to discuss topics of common interest, to promote closer fellowship among the members, and to help the members become better teachers.

SOCIAL FRATERNITIES

Phi Sigma Epsilon Phi Mu Chapter

President	Jack Putnam
Vice-President	Richard Thatcher
Recording Secretary	Jeff Jerald
Treasurer	Robert Ottaviani
Corresponding Secretary	Michael Stover
House Manager	Tom Wallon
Assistant House Manager	Peter Hunt
Pledge Master	Albert Neumeyer
Assistant Pledge Master	Lee Bonhamer
Historian	Edward Jones
Publicity Chairman	Richard McKean
Sgt. at Arms	Paul Beard
Chaplain	Cameron Baush
Adviser	Mr. Vaughn

A national social fraternity established at Mansfield April 26, 1962. Aims are to stimulate higher standards of scholarship; promote intellectual, moral, and social ideals; foster college spirit and perpetuate friendship and social ties. Membership limited to second semester freshmen and upperclassmen with academic averages of at least 2.00.

SPECIAL INTEREST ORGANIZATIONS

The Art Club (Officers To Be Elected)

President	
Vice-President	
Secretary	
Treasurer	
Adviser	Dr. Bencetic

The Art Club is an honorary organization for students who have attained an A in one semester of art or who warrant a sponsorship by showing sufficient interest in the club. The Art Club is affiliated with the Eastern Association.

The Players

President	Lee Stonemetz
Vice-President	John Jacobs
Secretary	Charlene Ficarro
Treasurer	Barbara Compton
Historian	Anne Wentlandt
Adviser	Mr. Conaway

The Players is one of the most active organizations on campus. Membership is gained upon the acquisition of qualifying points through active participation. Each year The Players produces a wide variety of dramatic presentations ranging from conventional theater to the more avant-garde selections. Each year an award is presented to a senior member in honor of former advisers, Miss Sarah Drum and Elizabeth Allen.

English Club

(Officers To Be Elected)

Adviser	Mr. Vaughn
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The English Club is a professional organization existing to promote mastery of written expression, to encourage worthwhile reading, to promote discussion of literary topics, to stimulate an interest in English through the fields of creative writing and literature, and to motivate an appreciation of literary art and a stimulation and participation in this field.

German Club (Delta Phi Alpha)

President	Roger Wetzel
Vice-President	William Sutton
Secretary-Treasurer	Patricia Jones
Adviser	Mr. Zulak

Students taking German are eligible for membership in this club which meets periodically in an atmosphere of good fellowship. Members seek to extend their knowledge of Germany, past and present, in its cultural, social, political and educational aspects.

4-H Club

President	Alice Savidge
Vice-President	Sarah Trautman
Secretary	Gloria Blieler
Treasurer	Rita Thomas
Historian	Lorraine Blieler
Song Leader	Pauline Trick
Game Leader	Rosalee Cole
Reporter	Sandra Paschall

Advisers Mrs. Lutes, Dr. Snively

The purpose of the 4-H Club is to provide former, present and future members with the opportunity to participate in 4-H activities, to further interest in 4-H, to develop leadership and citizenship, to provide educational and recreational opportunities, and to render service to the club, the community and the country.

Student Education Association

President	Elaine F. Wrisley
Vice-President	Arlene Wickman
Secretary	Anne C. Steehler
Treasurer	John Fronczkiewicz, Jr.
Adviser	Dr. Mutchler

Mansfield State College Student Education Association is a chapter of the Student Pennsylvania State Education Association and the Student National Educational Association. Its purpose is to provide members with opportunities for (1) personal and professional growth; (2) development of

leadership skills; (3) understanding of the history, ethics, and programs at state and national levels, and (4) participation in professional activities at local, state, and national levels.

Any student who is enrolled in the teacher education program of the college may become a member.

Intercollegiate Conference on Government

Chairman	Larry Crounse
Vice-Chairman	Mary Smith
1st Parliamentarian	Herbert Smith
Recording Clerk	Helen Penno
Corresponding Clerk	Bronwyn Pruyne
Financial Secretary	Dale Bushofsky
Sgt. at Arms	Scott Young
Historian	Edward Badin
Advisers	Mr. Kluesarits, Dr. Harper

The purpose of the I. C. G. is to provide a means whereby students may learn together how their government operates.

Dedicated to the principles of better government, the Mansfield chapter of ICG is active in politics and political and governmental activities, placing special emphasis on the knowledge and use of parliamentary procedure.

Young Democrats

Chairman	Terry Buchko
Vice-Chairman	Harold Hutchings
Secretary	Suzanne Fretz
Treasurer	William Vroman
Adviser	Dr. Harper

This club, an affiliate of the local I.C.G. chapter, functions "to stimulate in young people, particularly college students, an active interest in governmental affairs, to increase the efficiency of popular government, to foster and perpetuate the ideals and principles of the Democratic party, and to provide

for the people through its administration, the highest degree of justice and social welfare and to recruit new members for the Democratic Party . . . ”

Young Republicans

Chairman	Dale Bushofsky
Vice-Chairman	John Van Deusen
Recording Secretary	Bronwyn Pruyne
Corresponding Secretary	Jane Bosworth
Treasurer	Robert Gehr
Adviser	Mr. Klucsarits

The Young Republicans Club is an affiliate of the local I.C.G. chapter, and operates in such a manner as to provide students with practical political experience and to help the Republicans of Tioga County.

Radio Club

President	To Be Elected
Vice-President	Richard Hohorst
Secretary	Vivian Blackwell
Treasurer	Dan Webber
Adviser	Mr. Ginsburg

The aims and objectives of the Radio Committee are to provide the students of MSC with radio programs to offer the administration and faculty of the college the broadcasting media as a channel of communication, to function as a workshop for those interested in the radio medium, and to inform listeners of what goes on at MSC.

Debate Club

President	Scott Husted
Vice-President	David Dare
Secretary-Treasurer	George Witt
Advisers	Miss Billings, Mr. K. Jones

The Debate Club sponsors intercollegiate and on campus speaking events in the areas of debate, discussion, oratory and extemporaneous speaking. It is open to all interested students. It has as its goal the providing of competitive and non-competitive speech activity for students at all levels of achievement.

Les Jongleurs

President	Victor Saginario
Vice-President	Eric Long
Secretary	Donna May
Treasurer	Marcia Hebert
Adviser	Dr. Henry

The purpose of Les Jongleurs is "to stimulate the learning and presentation of folk songs, dances, and the history behind them among its members through the means of film strips, a record library, slides, guest speakers, and an exchange assembly program."

ATHLETIC ACTIVITIES

In addition to the intercollegiate program the students engage in intra-mural athletics. Tournaments and class competitions afford each student opportunity to participate in his or her favorite sport. Among the most popular are tennis, basketball, volleyball, softball, and bowling.

The M Club

President	Paul Chesney
Vice-President	Tom Wallon
Secretary	Ed Kimmel
Treasurer	Terry Crouthamel
Historian	Gerald Mattis
Adviser	Coach Moore

The M Club is comprised of men who have earned a varsity letter in one or more inter-collegiate sports. Its purposes are to encourage wholesome living and good sportsmanship and to stimulate interest in athletics.

Among the awards given by M Club are the varsity letter, M Club pins and lifetime membership to qualifying athletes.

Women's Athletic Association

1st President	Barbara Heitsman
2nd President	Evelyn Eaton
Vice-President	Nancy Brodak
Secretary	Ruth Hennip
Treasurer	Charlene Ficarro
Adviser	Mrs. Lutes

The Woman's Athletic Association provides facilities for recreation for women students. Because all women students are eligible to join, W.A.A. is one of the largest organizations on campus.

Points earned in intramural athletics entitle a woman student to progressive awards: first a blazer, next an M letter, and ultimately a W.A.A. key. The senior student judged most outstanding in the organization during her four years is chosen "Woman Athlete of the Year."

Men's Recreation Association

President	Robert Brisiel
Vice-President	Thomas Havens
Secretary	Gene Hendrickson
Treasurer	Preston Edsell

Executive Board:

Senior	Jerry Cole
Junior	Robert Harcharek
Sophomore	Jerry Ross
Adviser	Mr. Decker

The Men's Recreation Association, a newly organized club on campus, has been established "to create and develop the interests of the undergraduate men of this college in athletic and recreational activities which may be enjoyed during and after college years and to foster sportsmanship and clean living . . . "

MUSICAL ORGANIZATIONS

The college musical organizations are planned to provide experience and additional instruction for students at various levels of achievement. For this reason groups differ materially from year to year. All attempt to develop a high standard of ensemble technique and musical taste and to acquaint members with representative works of various musical styles.

Included among the instrumental organizations are the orchestra, band, and various chamber music groups. While planned primarily to meet the needs of the students in the Music Education Curriculum, these organizations are always open to qualifying students from other departments.

Students majoring in music are divided into two choral organizations. Corresponding to the instrumental chamber music groups are the Renaissance Singers and various other ensembles.

Lambda Mu

President	Angela Fiore
Vice-President	Jewel Bittner
Recording Secretary	Karen Shriver
Corresponding Secretary	Gail Schmick
Treasurer	Yvonne Button
Adviser	Miss Borkey

Lambda Mu is a local music sorority whose ideals are high standards of musicianship, scholarship, sisterhood, and character. Any woman student in the music department who is at least a second semester sophomore and has a C average in her academic studies and B in her music studies, including an A in one applied music subject of any previous semester is eligible and may be pledged to membership.

Phi Mu Alpha Sinfonia

President	Thomas Walker
Vice-President	John Harper
Secretary	John Schooley
Treasurer	Florentino Caimi
Historian-Warden	William Sandel
Adviser	Mr. Engelhardt

Phi Mu Alpha Sinfonia is a national musical fraternity for men who plan to make music their profession or avocation. This fraternity aims to advance the cause of music in America, to foster the mutual welfare and brotherhood of students of music, to develop true fraternal spirit among its members, and to encourage loyalty to the alma mater.

Opera Workshop

Adviser	Mr. Wilcox
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Two major musical productions are presented each year. A "road company" performs scenes from opera and musical comedy for regional schools and service clubs. Singers, dancers, actors, musicians, and stage craftsmen who meet the director's approval are welcomed.

PUBLICATIONS

The Flashlight

Editor-in-Chief	Donna Hamm
Associate Editor	Norma Franzen
Sports Editor	Robert Harcharek
News Editor	Bertha Williams
Feature Editor	Susan Harris
Business Manager	Naomi Smeach
Circulation Manager	Sandra Bassett
Chief Typist	Nancy Kime
Adviser	Mr. Thurbon

The college newspaper published monthly by a student staff is a member of the Teachers College Division, Columbia Scholastic Press Association. Students interested in working on The Flashlight should apply to either the editor or adviser.

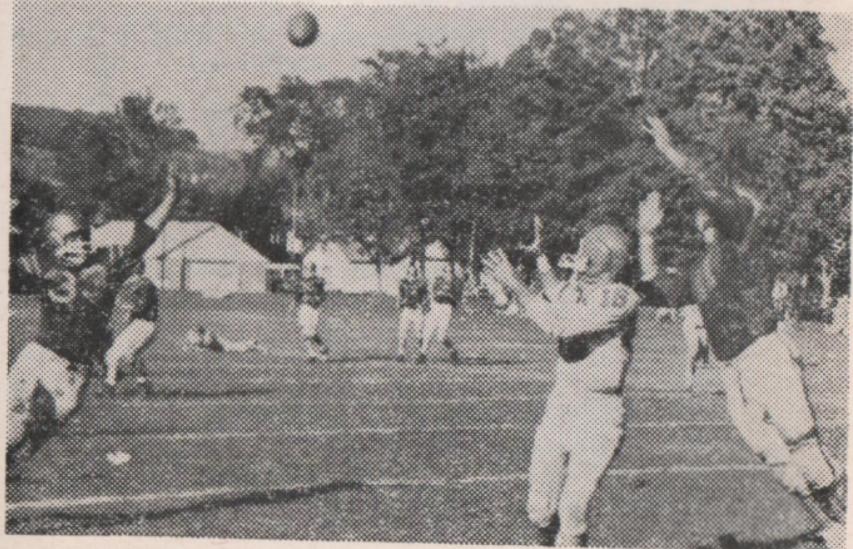
The Carontawan

Editor-in-Chief	Robert Harcharek
(Staff To Be Named)	
Adviser	Dr. Menge

The Carontawan is MSC's yearbook. This name is an Indian expression meaning "little town on the hill." The annual is dedicated to student life at Mansfield and is published by a board representing all departments and classes.



DRAMA — SPORTS, popular activities



REGULATIONS

FOR ALL STUDENTS

When a student registers, he binds himself to abide by the rules and regulations of the college.

The institution reserves the right to exclude at any time a student whose conduct or academic record or both proves unsatisfactory. A student judged out of sympathy with the spirit and ideals of the college will be excluded.

The college reserves the right to make any changes in the contents herein to conform with administrative changes.

The college also reserves the right to inspect all student rooms.

ACADEMIC

Marking and Point System

Grade	Interpretation	Quality Points
A	Excellent	4
B	Superior	3
C	Average	2
D	Passing	1
E	Incomplete	
F	Failure	0

The following definitions are used in special situations:

WP	Withdrew from course (passing at time)
WF	Withdrew from course (failing at time)
S	Satisfactory
U	Unsatisfactory
Ex	Credit by Examination
Aud	Audited (no credit)

Completion of required work to remove an E grade must be accomplished by the end of the next semester in which the student is enrolled or by rescheduling the course. All E grades not removed according to these instructions shall automatically become F grades.

Quality Point Requirements

1. For graduation a 2.0 average (C) is required.
2. If a student has a point average below 2.0 (C) in any semester of a cumulative point average below 2.0 (C), his case shall be referred to the dean of instruction. He may request the withdrawal of the student from college.
3. Failure to achieve a cumulative point average of 2.0 (C) by the end of the sophomore year will necessitate a request for withdrawal from the college.
4. For student teaching a 2.0 (C) average is needed in both the major and minor fields.

For additional regulations on academic standing consult the college catalog.

Counseling For Graduate Study

All major departments are prepared to advise students regarding requirements and opportunities for graduate study in their major fields. Departments also have on file information concerning scholarships, fellowships and assistantships for graduate study at many colleges and universities. Students desiring advice on graduate study should consult the chairman of their department.

Changing Courses and Dropping Subjects

1. No course shall be dropped without a penalty grade of F after the third week of a semester beginning at the day of registration; before such time, the student may secure the approval of the department, and the dean of instruction for withdrawal.
2. A student who desires to transfer from his department must secure the written consent of the director of his department, the director of the department to which transfer is requested and, if under 21, from his parents, subject to the approval of the dean of instruction.
3. Students are classified according to the number of semester hour credits earned according to this scale:

Less than 29 credits ..	freshman classification
30 - 61 credits	sophomore classification
62 - 94 credits	junior classification
95 or more credits	senior classification

Additional Work

Students who wish to carry from one to three hours of work beyond the regular program must:

- (a) Make a 3.0 average
- (b) Secure in advance the written approval of the director of their department, and the dean of instruction. These conditions cannot be met in the first semester of residence.

Regulations Concerning Examinations

The following policies concerning the administration of examinations have been adopted:

1. A minimum of three systematic evaluations of student achievements shall be made during each semester.
2. Semester grades shall be based on as many factors as possible, such as results of tests and examinations, projects, individual participation in classes, term papers, individual special reports, laboratory work, field work, growth, and the like.

The student himself is ultimately responsible for meeting all requirements for a degree in his field. Accordingly, he should study the catalogue closely on requirements for graduation, arrange his program of studies carefully with the help of his adviser, and maintain an accurate record of subjects completed, together with his grades and quality point average.

REVISED ABSENCE POLICY — April 1962

Regular and punctual class attendance is expected of all students at all times. The college does not have a "cut system." Students are responsible directly to their instructors for class and laboratory attendance, and absences must be made up to the satisfaction of the instructors. Instructors will report to the dean of men or women (as appropriate) three successive absences on the part of any student. Absences for illness, emergencies, or for college representation will be considered authorized absences by instructors; therefore, students should present to their instructors a doctor's or college nurse's illness slip in case of sickness or a

statement from the personnel dean in case of emergency. Students representing the college in a college activity should check to make certain their names are included in the list of participants published by the Office of the Dean of Students.

The Office of the Dean of Students will submit to all instructors an initial list of names of individuals who, because of college representation, will be absent from class. After the event, a definitive list of the students who actually participated in each event will be supplied by the department concerned, so that an accurate student accounting can be kept. These lists will serve as a guide for the instructor in his evaluation of an absence.

REGULATIONS CONCERNING CHEATING

Faculty members are expected to take reasonable precautions to reduce to a minimum opportunities for dishonesty in classroom quizzes and final examinations, and further to plan the assignment of topics for term papers so as to aid in solving the plagiarism problem. Where possible, the faculty member is expected to cope with such offenses in the interests of acceptable high standards as a matter primarily between the instructor and the student. Requests for assistance from the office of the Dean of Instruction will be honored.

In situations where a cheating offense has been established clearly the following regulations have been formulated and should be followed by the faculty so that a uniform policy will be in force:

1. First offense on a classroom quiz: failure in the quiz and warning.
2. Second offense on a classroom quiz: failure in the course.

3. Two first offenses in separate courses: failure in both courses.
4. Offense in a final examination: failure in a course.
5. Offense on workbook or term paper: failure in the course.

A written report of action taken by faculty members, based on these regulations, shall be submitted to the office of the Dean of Instruction without delay.

ANTI-LITTER CAMPAIGN

To help preserve at all times the beauty of the MSC Campus, an anti-littering campaign went into effect at the start of the 1961-1962 academic year. A \$5.00 littering fine will be strictly enforced by security officers. Take-out service from the Hut will be stopped when littering occurs.

AUTOMOBILES

Freshmen under 21 years of age are not permitted to operate motor vehicles while in residence at the college or in town. Upperclassmen who are under 21 years of age may submit applications for permission to have automobiles on campus through the offices of personnel deans, these applications to be accompanied by parental permission in writing.

Individuals who use autos on campus must register them with the security officer during registration.

Students are responsible for knowledge of traffic and parking regulations and for obeying same. Regulations are distributed at the time of auto registration.

CASHING CHECKS ON CAMPUS

1. Personal checks for students, faculty and staff will be cashed in amounts up to \$10.00.
2. Student payroll checks from the State, the Bookstore, the "Hut" or from A. L. Mathias Co. will be cashed up to \$50.00.
3. Proper identification will be required before cashing any checks.
4. Checks will be cashed each day until 4:00 P. M.

CONCESSIONS

Any college organization (club, sorority, fraternity, etc.) or individual desiring to sell anything of any nature whatsoever at social or athletic events, or among the students of the college, must first secure an application from the Office of the Dean of Students. Applications should be filed with the Dean of Students

DINING ROOM REGULATIONS

Hours for serving meals:

Breakfast

Monday to Saturday inclusive —

7:00 a. m. - 8:00 a. m.

Sunday 8:30 a. m. - 9:15 a. m.

Luncheon

Monday to Friday 11:15 a. m. - 12:30 p. m.

Saturday 11:15 a. m. - 12:15 p. m.

Dinner

Monday to Thursday inclusive 5:15 and 6:15

Friday and Saturday 5:00 p. m. - 6:00 p. m.

Sunday 12:30 p. m.

Supper

Sunday 5:00 p. m. - 6:00 p. m

The vice presidents of the two Dormitory Councils with the headwaiter, headwaitress, and head resident of the women's dormitory constitute a Dining Room Committee for the assignment of dining room places. New assignments are made every nine weeks.

When the dining room doors are closed, please consider the meal hour ended. Students should not expect to be served after that. Students may entertain guests in the dining room, providing there is sufficient space available, by contacting the headwaiter, dean of women, or food service manager. The prices for meals are: For Cafeteria Service, Breakfast 50¢, Luncheon 75¢, Dinner \$1.00; Family Style Dinner is \$1.25. Guest tickets may be purchased at the door of the dining room.

Student meal tickets are not transferable.

INFIRMARY REGULATIONS

Ambulance Service

Students are urged to subscribe to the Mansfield Ambulance Association service at a cost of 50 cents per student per year.

The value of this service is illustrated by the fact that the cost of ambulance transportation to the hospital at Wellsboro or Blossburg is \$10. To more distant points, the cost is \$10 plus 10 cents per mile.

The college cannot finance trips either by ambulance or private car for medical treatment.

The infirmary is open from 8:30 a.m. to 12 noon, 1 p.m. to 6 p.m., and 7 p.m. to 9:30 p.m., Monday through Friday. A resident nurse is on call from 9:30 p.m. to 8:30 a.m. for emergencies. She can be located in her apartment at the end of the hall of the infirmary.

The infirmary is open 8:30 a.m. to 4:30 p.m. on Saturdays and Sundays. The week-end nurse is on call for emergencies when the infirmary is closed.

The college physician visits the infirmary every Monday, 9 a.m. to 10 a.m., Wednesday, 1 p.m. to 2 p.m., and Thursday, 1 p.m. to 2 p.m. The nurse may also call him at any time when the need arises.

The infirmary also has a preventive health program. The tuberculin test is done in September for seniors and freshmen. The influenza vaccine and polio vaccine are also offered. Students may also receive their allergy vaccine here. Diabetics must take their insulin here.

Visitors to the infirmary must first obtain permission of the nurse in charge.

Borrowed articles such as basins, bottles, hot water bottles and crutches must be returned promptly to the infirmary after they are no longer needed.

All students must be fully clothed upon reporting to the infirmary.

Students must report illness to the infirmary in order to be excused from class.

Charges to Students in Infirmary

Day Students — \$3.00 per day.

Dormitory Students — First 3 days free, \$1.50 per day thereafter.

There will be a minimum charge for penicillin shots.

Requests for trays for students ill in their rooms must be made to the infirmary one-half hour before serving time.

INITIATIONS

(Applicable to all student organizations)

This college encourages constructive, purposeful initiation practices. It prohibits hazing. Hazing is

defined as any action or situation created, intentionally, whether on or off the campus, to produce mental or physical discomfort, embarrassment, harassment, or ridicule. Such activities and situations include paddling in any form, creation of excessive fatigue, physical and psychological shocks, quests, treasure hunts, scavenger hunts, road trips, long hikes, or any other such activities carried out against new members or prospective members; wearing, publically, apparel which is conspicuous and not normally in good taste, engaging in public buffonery, morally degrading or humiliating games or activities, and any activity not consistent with law or the rules and regulations of this college.

LIBRARY REGULATIONS

Circulation

Circulation books are on a 14-day loan basis.

Reserve books are for use in the reading room only, but may be checked out overnight, subject to return by 9:00 a. m. the following day.

Magazines — Except for the latest issue of a title, unbound magazines may be checked out for one day. Latest issues are for use in the reading room, but may be checked out when the library is closed, usually overnight, and are due as soon as the library opens, usually at 8:00 a. m. Bound magazines are subject to reserve book regulations.

Pictures and Units: 14-day circulation.

Phonograph records: 7-day circulation.

Fines

Magazines: unbound, 10¢ per day for each day overdue; bound magazines, if they should be checked out at all will follow the overdue patterns of reserve books, viz, 25¢ for the first

hour and 5¢ for each additional hour.
Regular circulating books: 2¢ per day.
Reserve books: 25¢ per hour for the first hour
overdue, and 5¢ for each additional hour.
Phonograph records, pictures, pamphlets: 2¢ per
day for each item.

The library staff is here to help the students. If you have a question, do not hesitate to ask the librarian in charge of the reading rooms to help you. In our desire to maintain a library where one can study without noise and interruptions, we ask your help, and cooperation.

Library Hours
(subject to change)

Monday - Thursday

8:00 a.m. - 5:00 p.m.
7:00 p.m. - 9:30 p.m.

Friday

8:00 a.m. - 5:00 p.m.

Saturday

9:00 a.m. - 5:00 p.m.

Sunday

2:00 - 5:00 p.m.; 7:00 - 9:30 p.m.

PUBLIC DISTURBANCE

A student who is guilty of an offense against law and order at the time of a public disturbance or unauthorized demonstration, or who disregards the instructions of a proctor or other college official at such time may have his connection with the college severed. The mere presence of a student in a disturbance or unauthorized demonstration makes him liable to disciplinary action.

SOCIAL CODE OF CONDUCT

The traditions and principles of Mansfield State College which are to be accepted by every student upon registration, decree that the student will conduct himself at all times as a lady or gentleman and maintain standards which are consistent with good social practice and the policies outlined in both the men's and women's handbooks off-campus as well as resident. College rules pertain to all students regardless of age or location of college residence.

Our Alcoholic Beverage Policy

Use or possession of alcoholic beverages is not permitted on college property in or on the premises of living units of students, or in college approved residence where students reside, including fraternities or sororities.

Any college group sponsoring off-campus parties will be governed by Pennsylvania state law regarding the use of alcoholic beverages.

Undesirable conduct resulting from the use of alcohol in such circumstances will be subject to the following regulations which may result in dismissal from college.

1. The possession and/or use of alcoholic beverages inside any college building, or on college property.
2. Returning to the campus in an intoxicated condition resulting in an inability to control behavior.
3. Any situation resulting in behavior reflecting discredit upon the college which has resulted from the consumption of alcoholic beverages.
4. The illegal purchase or consumption of alcoholic beverages by any student of the college described by law.

Penalties for violation of the alcohol regulations range from social probation to suspension for a definite or indefinite period of time both of which becomes a part of the student's personnel record. The lesser penalty will be used only when there are mitigating circumstances.

Gambling

Gambling is specifically forbidden by the administration of the college.

Illegal Entry

Any individual or group of individuals who participate in an unlawful entrance into the residence of any college student, or any college buildings, or who unlawfully take possessions from such a residence will be subject to dismissal from college.

Responsibilities

Students shall be held responsible for conduct regulations as set forth in this handbook, on college bulletin boards and the men and women's handbooks. In the event that conduct regulations are broken the student is referred to the appropriate court for action. Two penalties are interpreted below for clarification purposes:

Social Probation: A student may be placed on social probation by the college court or a personnel dean for a serious infraction of college rules or a drastic misdemeanor. This means that:

1. Any further violation by the individual may cause his case to be reviewed by the court or the personnel dean and may result in possible removal from college (the probationary status becomes a part of the students personnel records.)
2. A student on social probation may not leave the community of Mansfield at any time (including going home) without special permission from the respective personnel dean.

3. Parents will be notified by the court or the personnel dean of the student's precarious standing with the college.

OFF CAMPUS HOUSING PROCEDURES

1. No student shall occupy a room or premise, or enter into a formal or informal housing agreement, until the college's approved housing agreement has been completed in three copies and receives the signature of the personnel dean indicating the concurrence of the college administration. Upon presentation to the landlord of such an approved, completed approved housing agreement, rental and occupancy should be initiated.
2. Students will not change off-campus housing or status without the written consent of the Office of the Dean of Men or the Office of the Dean of Women, as applies. Forms for requesting such consent are available to off-campus students at the offices of the personnel deans. It is recommended that both the landlord and the renting student agree to give an advance notice of two weeks of the intention to terminate a housing agreement. When any change in housing agreement is contemplated by either landlord or renting student, it should be reported to the personnel dean concerned.
3. Students are advised that rooms (or apartments) are to be rented on a semester basis. Landlords are advised to collect rent by the month (or summer session) in advance since the college cannot act as a collection agency for delinquent rent. On the other hand, the college should be advised when a student has become delinquent in his rent so that proper

administrative action may be instituted and this fact entered on the student's personal record for future reference.

USE OF COLLEGE BUILDINGS

North Hall

1. The building shall be open on Sunday through Thursday from 7:00 a. m. to 10:00 p. m., and on Friday from 7:00 a. m. to 12:00 p. m. and Saturday from 7:00 a. m. to 12:00 midnight.

2. Both men and women may use the main door at the west side of the building. Women only may use the door at the northeast side of the building on the second floor, the door at the second floor arcade and the door at the third floor arcade.

3. Men are permitted only in the first floor foyer, Mansfieldian room, and the dining room. This rule does not apply to college employees performing official duties.

Building Director — Mrs. Otruba.

Science Building

Students shall not use the building after 5:00 p. m. or on Saturday or Sunday unless attended by a member of the faculty.

For special meetings or club activities, permission to use the building may be secured from the director of the building.

Building Director — Mr. Shortt.

Arts Building

1. Students shall not use the building after 5:00 p.m. or on Saturday or Sunday unless sponsored by a member of the faculty.

2. Permission to use the building for club meetings or other special activities shall be secured from the director of the building personally. Such events should be concluded and the building closed by 10:00 p. m.

Building Director — Miss Brennan
East Building
(Renovated 1963)

Building director and regulations to be established.

Education Center

Students shall not use the building after 5:00 p. m. or on Saturday or Sunday unless attended by a member of the faculty.

Building Director — Dr. Hunsicker.

Elementary School Building

It is anticipated that the building will not be in use after 5:00 p. m. In case it is absolutely necessary, a member of the faculty shall be present at all times and shall be responsible for opening and closing the building.

Building Director — Mr. Schlappich.

Gymnasium

1. Only students taking part in scheduled classes, practice for sports, or regularly-scheluled recreational activities shall be allowed to use the gymnasium except by permission from the director of the building.

2. No one shall be allowed on the gymnasium playing floor unless he is equipped with regulation gymnasium shoes.

Building Director — Mr. Decker.

Straughn Auditorium

1. The building will be opened by the janitor at 7:00 a. m. and closed at 7:00 p. m. Monday through Friday except when hours have been arranged for through building director. The building will close for the weekend at noon on Saturday.

2. All meetings, rehearsals, and other activities requiring the facilities of the auditorium or the stage must be scheduled in advance with the building director in AB 116.

3. Arrangements for janitor services, including changes in the set-up of the stage must be made through the building director at least 24 hours in advance of the time needed.

Building Director — Dr. Schmitz.

Student Center

1. This building is to be used for recreation purposes and is not to be used as a thoroughfare.

2. Smoking is prohibited in all parts of this building.

3. Sneakers shall be worn at all times on the basketball court.

4. Recreational equipment can be obtained by signing out for it when the supervisor is on duty.

5. Students shall assume complete responsibility for the condition of returned equipment and will be held liable for any damage or loss incurred.

Building Director — Mrs. Lutes.

EMERGENCY PROCEDURES

A. FIRE

1. Break the glass on the nearest fire alarm station.
2. Vacate building by use of the various exits.
3. Call Mansfield Fire Company.
4. The first persons reaching any exit will station themselves at that exit to usher others out of building in an orderly manner.
5. Faculty members will make certain that all persons be kept at a distance which is considered safe and where they will not interfere with fire-fighting equipment.
6. Once the procedures have been followed, these offices should be notified in respective order:
 - (a) Mr. Thomas Clark, Superintendent of Buildings and Grounds. Office ex. 31; Home 97.
 - (b) Mr. Theodore Spentzas, Business Manager. Office 21, Home 557.
 - (c) The Infirmary, 39.
7. In case of a localized fire every effort should be taken to extinguish fire by use of the extinguishers placed on each floor of buildings on campus. It is imperative that the fire company be called even in this situation and that the foregoing instructions be carried out as well.
8. In a classroom building, faculty members will make certain that students leave the room in an orderly manner. They will designate a student to station himself at the door of the classroom to usher students into hallways and will further make certain that all windows inside the classroom are closed prior to its evacuation whenever physically possible.

B. CLOTHING FIRE:

1. Every effort should be made to extinguish the fire by wrapping the person with other clothing or by rolling him on the floor. The infirmary should be notified (ex. 39.)

C. NATURAL DISASTERS. Tornadoes, Hurricanes, etc.

1. Proceed to the basement of the nearest building. Until proper notification is given, all persons will remain inside of buildings.

D. BUILDING COLLAPSE OR EXPLOSION:

1. Every effort will be made to evacuate the building as quickly as possible using procedure for evacuations as outlined in Sec. A. — FIRE SITUATIONS.

E. PERSONAL INJURY or SICKNESS or DEATH:

1. Notify the infirmary and the telephone operator, asking for the ambulance, and giving the building location. Until professional aid arrives, every effort should be made to keep the person comfortable.

F. CIVIL DEFENSE:

1. In case of impending enemy air attack, these instructions will be followed:

- (a) The fire alarm of the Mansfield Fire Department will be the official warning device. The attack alert is a steady blast of the siren for three to five minutes. At this warning, all persons not in buildings will immediately enter one. Whenever radios are available, they will be turned on and tuned to frequencies 640 or 1240 (Conelrad Stations). The frequencies will be the only areas on the dial where instructions will be given. All other stations will go off the air.
- (b) Whenever the attack alert is followed by a wailing or short blast of the siren for three minutes, all persons should be inside buildings and at this time will proceed to take further cover by moving to lower floors and basement. All upper floors must be vacated. Persons will station themselves at exits to make sure no one leaves building.
- (c) Following the wailing blasts (attack), all persons must remain under cover until notified by a warden or until the all clear is sounded.
- (d) The all clear is identified as a steady blast of the siren for one minute. When the all clear is sounded, persons may leave their shelter areas.

CONSTITUTIONS

CONSTITUTION OF THE
STUDENT GOVERNMENT ASSOCIATION
MANSFIELD STATE COLLEGE
MANSFIELD, PENNSYLVANIA

ARTICLE I

NAME

The name of this organization shall be the Student Government Association of the Mansfield State College, Mansfield, Pennsylvania.

ARTICLE II

PURPOSE

The purpose of this Organization shall be to stimulate a pride in the State College at Mansfield and to promote its interests to the highest possible degree; to promote the scholastic and moral tone of the college, and thus maintain high standards of honor, loyalty, and service; to give opportunity to students to develop initiative, judgment and responsibility in the management of student life on campus; to encourage students to participate in many phases of a well-rounded college activity program.

ARTICLE III

MEMBERSHIP

All students enrolled at the State College, Mansfield, Pennsylvania shall be members of this Association.

ARTICLE IV

THE STUDENT COUNCIL

Section 1. The Student Council shall be the governing body of this Association and shall consist of the following members:

A. Active — with voting power

1. the officers
 - a. President — has voting power only in case of a tie vote.
 - b. Vice-President
 - c. Secretary
 - d. Treasurer
2. The President of each class
3. The presidents of the following Student Civic Organizations:
 - a. The Women's Dormitory Council
 - b. The Women's Day Students Club
 - c. The Men's Dormitory Council
 - d. The Men's Day Students Club

B. Advisory — with non-voting power

1. Dean of Students
2. Dean of Women
3. Dean of Men
4. Student Council Parliamentarian — to be selected by the Student Council President.

Section 2. The term of office for Student Council members shall be from May 1 to April 30 of the following year.

ARTICLE V

Section 1. The Student Council shall have regularly-scheduled meetings twice a month.

Section 2. The Student Government Association shall meet at least once a semester and the Student Government Association may be called at the discretion of the President of the Student Council.

Section 3. The Student Government Association meeting may be called by a majority vote of the Student Council or by a written petition signed by 10% of the members of the Association (5% Dormitory Students and 5% Day Students) and submitted to the President of the Student Council.

ARTICLE VI

POWERS OF THE STUDENT COUNCIL

Section 1. COMMITTEES:

- A. The Student Council shall have the authority to create standing committees for handling student activities.
- B. The Student Council shall have the authority to appoint student representatives with voting powers to all student-faculty committees.
- C. The Student Council shall have the authority to create any temporary committee it deems necessary.
- D. The Student Council shall reserve the right to review and approve the plans of all the above-stated committees.

Section 2. NEW ORGANIZATIONS:

- A. The Student Council shall have the authority to charter all student organizations on the campus which at present are not chartered.
- B. Groups desiring a charter shall submit a constitution to the Student Council for approval prior to being chartered.
- C. Approved groups will receive a written charter from Student Council recognizing them as a student campus organization.

Section 3. FINANCES:

- A. The Budget Committee shall have the power to propose allocations of student activity funds and the distribution of all student activity funds shall be subject to the approval of the Student Council.
- B. The Student Council shall have the authority to request audits of the financial needs of any student organization requesting allocations from the student activity funds.

Section 5. SOCIAL CALENDAR:

- A. The Student Council shall have the authority to plan and to promote the monthly social calendar.

Section 6. RIGHT of PETITIONS:

- A. The Student Council shall have the authority to recommend for discussion to the President of the College problems pertaining to student life on campus.

ARTICLE VII

DORMITORY AND DAY GOVERNMENTS

Consistent with general policy and plan of the organization set forth by this Association, the students living in the Women's Dormitory and the Men's Dormitory and the Women Day Students and the Men Day Students are authorized to develop associations to handle problems peculiar to the individual groups.

ARTICLE VIII

AMENDMENTS

Section 1. Amendments to the Constitution may be submitted in writing at a regular meeting of the Association or Student Council.

Section 2. Two weeks notice of such proposed amendments shall be sent to all members of the Association.

Section 3. Such proposed amendments, having been submitted at a regular meeting of the Student Government Association or the Student Council, shall be voted upon at the next Association Meeting. Voting shall be done by secret ballot.

Section 4. A 2/3 majority of the members present at a Student Government Association meeting shall be necessary for the adoption of amendments to the Constitution.

ARTICLE IX

EFFECTIVE DATE

This constitution shall become effective immediately upon its adoption by a majority vote of the Student Government Association.

By-Laws

ARTICLE I

QUORUM

Section 1. Fifty percent of the number of students shall be the number required to constitute a quorum at any Association meeting. This number shall consist of 50% of the total number of dorm students and 50% of the total number of day students.

Section 2. Three - fourths of the number of students serving on the Student Council shall constitute a quorum at a Student Council meeting.

ARTICLE II

MEETINGS

Section 1. The regular meetings of the Student Council shall be at 7:30 p.m. on the first and third Monday of each month.

Section 2. Members of the Association may attend any meeting of the Student Council but voting shall be restricted to members who are designated in Article IV, Section 1, or their alternates.

Section 3. Alternate council members consist of the Vice-Presidents of the above specified regular members or in case of the members-at-large, the President with the approval of the council, may appoint an alternate.

Section 4. Any member of the council that is absent more than three times shall be automatically replaced by his vice-president or alternate representative. In the case of the officers of the Student Council, the President with the approval of Student Council, may make appointments until the next election is held. Absences may be excused at the discretion of the Council.

ARTICLE III

NOMINATIONS AND ELECTIONS OF THE STUDENT COUNCIL

Section 1. QUALIFICATIONS:

- A. The President shall be a junior or a senior who will be enrolled for the next two consecutive academic semesters.
- B. The Vice-President shall be a junior.
- C. The Secretary shall be a sophomore.
- D. The Treasurer shall be a junior.
- E. Members-at-Large shall be members of the Student Government Association.

Section 2. NOMINATIONS:

- A. The nominations of the Student Council officers and members-at-large shall be made by the Student Council acting as a nominating committee.
- B. This committee shall submit two candidates for each position. The report of the committee including the candidate's activity records, shall be made at a meeting of the Student Government Association and posted accordingly on an all-college Bulletin Board.

C. Following the report of the committee, nominations for any position may be made by filing a petition with the Secretary of Student Council within one week after announcement of nominations at Student Government Association meeting. The petition shall be filed on a standard form secured from the Secretary of Student Council covering the following points:

1. Name of candidate
2. Name of position sought
3. Signatures of a minimum of 50 and a maximum of 60 members of the Association. Members are allowed to sign only one petition for one position.
4. Signature of the candidate indicating his or her willingness to serve in the position sought.
5. The secretary receiving the petition shall record hour, day, month, and year and will place a notice on an all-college bulletin board the name of the candidate and the position sought.
6. The secretary will submit the petition to Student Council at the next regular meeting.
7. Names of candidates shall be submitted to point system chairman and Dean of Students for approval.

Section 3. NOMINEES SPEECH:

A. At the next meeting of the Association, all presidential nominees shall make an acceptance speech of not to exceed 10 minutes. All other candidates for Student Council positions shall be introduced on stage at this time.

Section 4. ELECTIONS:

A. Elections shall be held no sooner than two days and no later than seven days after the speeches of the presidential nominees.

B. Voting shall be done by secret ballot.

C. A majority of votes cast shall be necessary to constitute an election.

D. In case there are more than two candidates for one office and neither one receives a majority of the votes cast, a second election shall be held with the two highest as candidates.

E. In case there are more than 8 candidates for members-at-large, and no candidate receives a majority, a second election will be held with the 5 remaining as candidates.

1. In case 1 remaining candidate receives a majority a second election will be held with the 4 remaining highest as candidates.
2. In case 2 candidates receive a majority a second election will be held with the 3 remaining highest as candidates.

3. In case 3 candidates receive a majority a second election will be held with the 2 remaining highest as candidates.

Section 5. COUNCIL MEMBERS:

- A. The class presidents shall be nominated and elected by each class according to the class constitution.
- B. The Dormitory Associations' and Day Students Clubs' president shall be nominated and elected by each group according to the Constitution of these organizations.
- C. Members-at-large shall be nominated by the Student Council acting as a nominating committee and elected by the Student Government Association.

Section 6. VACANCIES IN STUDENT GOVERNMENT OFFICES:

- A. President
 1. In case of a vacancy in the office of president, the vice-president shall execute the duties of this office.
- B. Vice-President, Secretary, Treasurer:
 1. Vacancies in the above offices shall be filled by a special appointment by the President of Student Council with the approval of Student Council.
 2. Above stated qualifications shall be followed in these special appointments.

ARTICLE IV POWERS AND RESPONSIBILITIES OF STUDENT COUNCIL OFFICERS

Section 1. PRESIDENT:

- A. To preside at all regular and special meetings of the Student Council and the Student Government Association.
- B. To call all regular and special meetings of the Student Government Association.
- C. To conduct the business of the Student Council and the Student Government Association.
- D. To appoint special committees.
- E. To be an ex-officio member of all committees.
- F. To represent the student body at public occasions where his presence may be deemed desirable or required.
- G. To fill by special appointment all vacancies in Student Council offices with approval of Council.
- H. To appoint with approval of Council a Student Council parliamentarian.

Section 2. VICE-PRESIDENT:

- A. To preside at all regular and special meetings of the Student Council and Student Government Association in the absence of the President.
- B. To conduct the business of the Association and the Student Council in the absence of the President.
- C. To be chairman of the social calendar committee.
- D. In case of presidential vacancy to execute the duties of this office.

Section 3. SECRETARY:

- A. To keep a record of the proceedings of all Student Council meetings and Student Government Association meetings.
- B. To have custody of all documents of the Student Council meeting and the Student Government Association.
- C. To conduct all correspondence.
- D. To post within 48 hours after each Student Council meeting the policies adopted at the meeting.
- E. To post all petitions submitted for Student Council Office according to Article III, Section 2, C(5).

Section 4. TREASURER:

- A. To authorize requisitions for the withdrawal of funds of the Student Council, the Social Committee, and the Student Conference Fund.
- B. To keep a record of all expenditures of the Student Council.
- C. To give a full and complete report regularly to the Student Council concerning the financial status of Student Council funds.

Section 5. COUNCIL MEMBERS:

- A. The council members shall have definite responsibilities delegated to them by the President of the Student Council.

ARTICLE V

The Civic Organizations as outlined in Article IV, Section 1, A(3):

- A. Women's Dormitory Council
- B. Men's Dormitory Council
- C. Day Students' Club Association

ARTICLE VI

AMENDMENTS

Section 1. Amendments to these By-Laws may be proposed and voted upon at any regular meeting of the Student Government Association.

Section 2. A majority vote of the members present shall be necessary for adoption of such amendments.

ARTICLE VII

PARLIAMENTARY AUTHORITY

The rules contained in **Robert's Rules of Order**, revised, shall govern this organization in all cases to which they are applicable, and in which they are not inconsistent with the Constitution, By-Laws or special rules of order of this organization.

ARTICLE VIII

EFFECTIVE DATE

These By-Laws shall become effective immediately upon their adoption by a majority of the Student Government Association.

CONSTITUTION OF THE SENIOR CLASS OF THE STATE COLLEGE MANSFIELD, PENNSYLVANIA

ARTICLE I

NAME

The name of this organization shall be The Senior Class of the State College at Mansfield, Pennsylvania.

ARTICLE II

MEMBERSHIP

All students registered at the State College at Mansfield who have earned more than 96 semester hours of credit, but fewer than 128 semester hours shall be members of this organization.

ARTICLE III

OFFICERS

Section 1. The officers of this organization shall be a President, a Vice-President, a Secretary, and a Treasurer.

Section 2. The candidates for each office shall be nominated by a Nominating Committee appointed by the President of the Class. The Nominating Committee shall consist of the four class officers and a representative from each of the four major departments. This committee shall submit two candidates for each office. The report of the Committee shall be made at a meeting of the class at least two days prior to the election. Following the report of the Committee, nomination for each office may be made from the floor by any member present. The names of the candidates shall be submitted for approval to the Faculty Adviser, the Dean of Instruction, and the Point-system Chairman.

Section 3. Voting shall be by secret ballot. A majority of all votes cast shall be necessary to constitute an election. In case there are more than two candidates for one office, and no one receives a majority of the votes cast, a second election shall be held with the two highest as candidates.

Section 4. Vacancies in office shall be filled by means of a special election within one month after the vacancy occurs.

ARTICLE IV

MEETINGS

Regular and special meetings shall be called by the President of the class with the approval of the Faculty Adviser. Notices for meetings shall be posted on official bulletin boards at least two days prior to the meetings.

ARTICLE V

QUORUM

The number of members present at a regularly-called meeting shall constitute a quorum.

ARTICLE VI

AMENDMENTS

Section 1. This constitution may be amended at any regular meeting by a two-thirds vote, the proposed amendment having been submitted in writing and read to the class at a regular meeting at least one week before being voted on.

Section 2. By-laws may be adopted, amended, or repealed at any regular meeting by a majority vote.

Section 3. All amendments, by-laws, or changes in this constitution shall be approved by the class officers and the Faculty Adviser, and shall conform to the College regulations.

By-Laws

ARTICLE I

DUTIES OF OFFICERS

Section 1. The President shall call meetings of the class, shall preside at all meetings, and shall appoint all standing committees.

Section 2. The Vice-President shall act in the capacity of the President in the latter's absence.

Section 3. The Secretary shall keep accurate minutes of all meetings of the class and act as class correspondent.

Section 4. The Treasurer shall collect all revenues and, with the approval of the Faculty Adviser, shall pay such bills as the class may direct insofar as consistent with the provisions of the approved budget.

ARTICLE II

SPECIAL COMMITTEES

The President shall appoint the Nominating Committee, the Committee on Decorations, Programs, Refreshments, Orchestra, Publicity, and Clean-up for the annual dance; and all other standing committees.

ARTICLE III

PARLIAMENTARY AUTHORITY

Roberts' Rules of Order shall be the parliamentary authority in this organization.

ARTICLE IV

ORDER OF BUSINESS

- a. Call to Order
- b. Reading of the Minutes.
- c. Report of the Treasurer.
- d. Report of the Committee.
- e. Unfinished Business.
- f. New Business.
- g. Program.
- h. Adjournment.

The constitutions of the Junior Class, the Sophomore Class, and the Freshman Class are identical with the constitution of the Senior Class, with the following exceptions:

A member of the Junior Class must have earned more than 62 semester hours of credit, but fewer than 95 semester hours.

A member of the Sophomore Class must have earned more than 30 semester hours of credit, but fewer than 62 semester hours.

A member of the Freshman Class must have earned fewer than 29 semester hours of credit.

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